



# DESE

Missouri  
DEPARTMENT OF ELEMENTARY & SECONDARY  
EDUCATION™

## FOOD & NUTRITION SERVICES

December 1, 2023

### October Recap

#### Farm to School Month

Thank you to all those that participated in the October Crunch-off! We enjoyed seeing all the crunch pictures and wanted to share a few of the Crunches with you.

- Roughly 30 students took a bite out of locally grown apples at Trinity Lutheran School. Apples were sourced from Peters Orchards in Waverly, Missouri. You can [read more here](#).
- The Missouri Farm to School team of members from DESE, MDA and MU Extension (pictured below) supported the efforts to distribute bags of Missouri popcorn grown by Fancy Farm Popcorn in Bernie, MO and popped by D-Dee's Kettle Korn in Ashland, MO in celebration of Farm to School Month to make a "TIGER SIZED" crunch at two of the Missouri Tigers home football games. More than 100,000 mini bags of popcorn were distributed to fans at the stadium!
- Westran R1 Schools participated with 584 Crunches into homegrown pears from a local farmer. Attached is a [video presentation](#) of their adventure. All grades, even preschool took part in the Crunch Off.
- Missouri had big wins in Crunch numbers this year. We finished 3rd place in the Mountain Plains region. Thank you for making this happen!

**Event of the Year:**

## Missouri!

Missouri planned and executed two separate Mizzou College Football Game Crunch events, which partnered the Mizzou concessions with local vendors and producers of popcorn to promote Crunch Off and Farm to School. These events will be highlighted in other areas in the future for their innovative thinking. Each event drew over 40,000 participants! These events pushed Missouri from a 2022 participation total of 43,727 to a whopping 188,673 and from 5<sup>th</sup> to 3<sup>rd</sup> place in per capita participation! A special thanks to Tracy Minnis and her team for coordinating these events! Well done!

USDA | PRINCE LEAF TO CHIEF PROGRAM

MISSOURI CRUNCH OFF

MOUNTAIN PLAINS CRUNCH OFF



- **Farm to School Census:** The USDA Food and Nutrition Services, is currently fielding the 2023 Farm to School Census. The Census collects information from school districts regarding their use of local food in school meals and other participation in farm to school activities in school year 2022-23. This is a nationwide survey of schools that participate in the National School Lunch Program. **This page** offers resources to help schools prepare. Our office will update you with more information once the census is released.
- **Local Food Cooperative (LFS) Grant** - Would your school like to receive funds to help purchase local food? The **Local Food for Schools (LFS)** Grant is open now, watch the **training video** and **click here to apply**. LEAs must complete the application and email the written plan to [Barbara.Shaw@dese.mo.gov](mailto:Barbara.Shaw@dese.mo.gov).
- **Farm to School Bus Tour:** Our Farm to School team wrapped up Farm to School Month with a Farm Bus Tour to Southeast Missouri. School Food Service Directors including Local Food for Schools grantees and Early Care Education sponsors visited Jackson R2 school district for a tour of how they procure, prep and serve local foods for school meals including participation in the Fresh Fruit and Vegetable Program.

Next participants toured Inland Cape Rice and had a peek inside the rice mill operation. A local Lunch and Learn was enjoyed at the Southerner. The final stop was at Apple Ridge Orchard where we learned about the growing apple orchard, enjoyed a tractor ride around the farm, fed the goats, taste tested local ice cream and heard from specialty row crop farmers and beef producers who are interested in scaling towards selling to schools. *This event was funded by DESE through State Funding Formula Grant (Farm to School Grant).*

Special thank you to Jackson R2 Food Service Director, Karen Sander and School Nutrition Dietitian, Miranda Wehmeyer for showing participants how your district serves local food on school meal trays and an empowering observation of the best practices used for serving daily fruits and vegetables from the kiosk and funded through the FFVP program. Karen shared some **local recipes** with us that you can find on our website.

*With permission we have provided contact information for the following Farmers and Producers interested in selling to schools featured on the bus tour.*

**Thank you to each of these Farmers and Producers featured on the bus tour for your hospitality and information you provided.**

**Inland Cape Rice-** Sam and Meagan Schneider and Brett Wengert - If you are interested in purchasing local rice or have questions contact Inland Cape Rice Co. Meagan Schneider [meagan@inlandcaperice.com](mailto:meagan@inlandcaperice.com) or [brett@inlandcaperice.com](mailto:brett@inlandcaperice.com)

**Apple Ridge Orchard-** Trey Wilson: 573-380-5466 or [trey@aro.farm](mailto:trey@aro.farm)

**Mainord Family Farms-** Scott and Delissa Mainord: 573-683-0893

**Wagner Cattle Company-** Nick Wagner: 573-300-6686 or [Nickwagner78@yahoo.com](mailto:Nickwagner78@yahoo.com)





### **Missouri School Nutrition Association (MSNA) Conference**

Several of our DESE, FNS team members attended the annual MSNA conference. Thank you to all those that stopped by our DESE information booth to snap a team picture with your team and picked up resources.

Our team also enjoyed executing two learning labs "*Dress up Your Menu*" and "*Cooking with Commodities*". Congratulations to the "*Dress up Your Menu*" first place winner that went to the Fort Osage Nutrition team for the "*dancing drumstick*".

Finally thank you for joining me on Sunday morning for an MSNA Apple Crunch to celebrate Missouri Farm to School Month.



### Community Eligibility Provision (CEP) Mid-Year Election Opportunity

This New final rule was effective 10/26/2023 [review powerpoint slides here](#).

The new rule lowers the minimum identified student percentage (ISP) from 40 percent to 25 percent

This creates a greater flexibility to offer no-cost meals to all enrolled students if financially viable to the school district.

**If there are LEAs interested in electing CEP for this school year, DESE may request a waiver, from USDA, to allow LEAs to take advantage of the new minimum ISP during SY 23-24, and implement CEP mid-year.**

**Schools should make these following considerations:**

- CEP does remove administrative burdens such as distributing and approving free or reduced-price applications, verifying applications, collecting lunch money from students and counting meals by eligibility
- If the ISP does not yield 100 percent free claiming percentage then it is very essential to ensure financial viability to cover the difference in meals not able to be claimed at the free rate
- FRL percentages used for formula calculation
- LEAs should use the [CEP calculator](#) tool to determine the financial impact

**Contact Food and Nutrition Services by phone or email:**



Main Phone: 573-751-8673

Kyle Heislen: 573-522-9849 or Barbara Shaw 573-751-8673

Email: [Kyle.Heislen@dese.mo.gov](mailto:Kyle.Heislen@dese.mo.gov)

Cc: [Barbara.shaw@dese.mo.gov](mailto:Barbara.shaw@dese.mo.gov), [Becky.hart@dese.mo.gov](mailto:Becky.hart@dese.mo.gov) and [foodandnutritionservices@dese.mo.gov](mailto:foodandnutritionservices@dese.mo.gov)

### Let's Talk - Upcoming Webinars

Please join us for  
upcoming Let's Talk  
webinars!

**Tuesday**

*December 5th @ 2pm*

Utilizing Processor Link

**Thursday**

*December 7th @ 2pm*

Utilizing K12 FoodService

An email will be sent out  
the morning prior to each  
LEAs Authorized  
Representative on file.  
The email will include the  
link required to access  
the webinar.

As always, the webinar  
will be recorded and  
posted at a later date for  
those that are not able to  
attend the live release.  
We look forward to  
hosting these trainings for  
all of you.



### Reminders and Important Information

**SNP Financial Report**

School food authorities shall maintain a nonprofit school food service account. Revenues received by the nonprofit school food service are to be used only for the operation or improvement of such food service. Expenditures of nonprofit school food service revenues shall be in accordance with the financial management system established by the State Agency. Schools participating in the National School Lunch Programs are required to submit forms and reports to demonstrate compliance with Program requirements. When all SNP financial reports from each LEA have been submitted, reviewed and approved, the data is used to analyze Statewide participation and cost.

- The School Nutrition Program Financial Report assists in the monitoring of the Local Education Agency's (LEA) compliance with the financial management requirements as set by Federal regulation (7 CFR 210.14) for the school meals programs.
  - The SNP financial report was due in the DESE Web Applications system November 1. **This deadline has been extended to December 15th.**
  - Finance Reporting and additional resources for Food and Nutrition Services can be found on our [Guidance & Resources](#) page
    - [Financial Report Definitions](#)
    - [ASBR Mapping Resources](#)
    - [Financial Report Instructions](#)
- **Schools that contract with a Food Service Management Company (FSMC)- must** breakout the expenses in Part 1 number 3 *Expenditure for Reporting Period*. The expenditures include food, salaries, employee benefits, purchased services, equipment purchases and supplies. The LEA must request expenditure details from the FSMC to complete the financial report.
- **Adjustment to balance-** Adjustment to Balance is used if necessary to amend the closing balance. This can be done per an audit, to report funds moved from a general (non-federal) source into the nonprofit food service fund (+), to report repayment of a loan, or to recover indirect cost (-) from the account.
- **Indirect Cost Rate-** the allowable percentage of Indirect Cost that can be recovered from the nonprofit food service fund is found on number 10 of the financial report. You can review the [Indirect Cost memo](#) posted here along with the [Indirect Cost Guidance](#).

### Verification Report

As many of you may know, the Verification Process was due to be completed by November 15th. Therefore, everyone should have received and verified documentation from families selected for verification, and notified families of the results of verification by now. If you have yet to complete this process, please continue to do so. If a family was notified of their selection for verification and has failed to provide documentation by the due date provided, they must be changed to full pay and notified of the change. This will complete the verification process. For a refresher on the verification process please view our [Verification Step-by-Step Summary](#)

For those that have completed the verification process already, please note that the Verification Report is open and is due to be completed by **December 15th**. With the holiday season it is easy to forget this process and report so please take time to do so as soon as possible. For guidance on the verification Report, please review the [Verification Report Guidance](#). If you require further assistance, please reach out to your regional Nutrition Program Specialist. To identify your Specialist, please use the [Map](#) and [Contact Information](#).

### Food Service Management Contract (FSMC) Renewals

Schools contracting with a FSMC company must submit signed renewal forms showing the renewal for school year 2023-2024 to our office each year. Email forms to [Kyle.heislen@dese.mo.gov](mailto:Kyle.heislen@dese.mo.gov) and Cc: [Barbara.shaw@dese.mo.gov](mailto:Barbara.shaw@dese.mo.gov), no later than December 31, 2023.

Schools contracting with a FSMC company must complete an **On-site Monitoring** and complete the **On-site Monitoring** form each year. The completed monitoring form must be submitted to our office or again attached to the FSMC application in the SNP application packet. The monitoring form is due to DESE no later than **December 15** each year. You may also email the form to [Kyle.heislen@dese.mo.gov](mailto:Kyle.heislen@dese.mo.gov) and Cc: [Barbara.shaw@dese.mo.gov](mailto:Barbara.shaw@dese.mo.gov).

### Food and Nutrition Services Updated Contact Information

We have recently updated documents which include DESE, Food and Nutrition Services Staff contact information. Please save these and update your records so that you will be able to reach us by phone or email.

- **Food and Nutrition Services Contact Information**
- **Food and Nutrition Services Region Map**

**The DESE Food and Nutrition Services main contact number has temporarily been changed to a new number for LEAs calling the main line. Effective immediately when contacting the FNS main office, dial 573-751-8673.**

The old, 573-751-3526 line is still active, but has recently been experiencing a high volume of calls from families concerning the Pandemic Eligibility Benefits Program (P-EBT). The best mechanism for our office to continue to address P-EBT calls was to create a phone line specific for these callers.

#### **FY 2023 NSLP Equipment Assistance Grant Awardees**

All awardees have been notified by email with their award letter and claim form. The final recipient list has been published on our **USDA Programs and Regulations webpage** under Equipment Grant Information. FY 2023 - **Equipment Assistance Grant Recipients**.



#### **Special Shout Out to Blue Eye R-V School District**

Abbie McFerron, Nutrition Program Specialist in the Southwest Central Region says...

*"While on an Administrative Review at Blue Eye R-V in their high school building, I noticed trays of food at the beginning of the food service line so I asked the food service director, Jessica Fugitt about them. She explained that she was repeatedly telling the students what to take for a reimbursable tray even though there were signs posted to let them know what a reimbursable tray was. She decided to try something new and something visual. So every breakfast and lunch she puts out a tray of what they are serving for that day to show the students exactly what a reimbursable tray should look like. Jessica said this has helped tremendously. Her and her staff do not have to remind the students near as much as they did before the visual display."*

**Pictured are examples of Blue Eye R-V's reimbursable breakfast and lunch trays.**





## Important School Nutrition Information and Resources

**Wellness** - On our DESE, FNS [Wellness Page](#) you can find new resources as well as the Local Wellness Policy Fact sheet. Here are some additional local school wellness policy [tools and resources](#) from the USDA, FNS page to bring your school community together to create strong school environments that support students' growth, learning, and well-being.

**Meal Pattern Documentation** - We recently updated the [Meal Pattern Documentation](#) page with the below resources and information.

- **Offering Meats and Meat Alternates at School Breakfast**
  - This training guide provides menu planning ideas, crediting information, sample menus, and more, to show school nutrition professionals how to offer meats and meat alternates at school breakfast.
- **Offering Smoothies as Part of Reimbursable School Meals**
  - This training guide provides menu planning ideas, crediting tips, sample menus, and more to show school nutrition professionals how both scratch-made and commercially-prepared smoothies can be offered as part of a reimbursable school breakfast or lunch.
- **Methods for Healthy Cooking**
- **Serving School Meals to Preschoolers** - Pre-K Meal Pattern

**Child and Adult Care Food Program (CACFP) Website** - Is a great resource for creditable foods, recipes, menus, education and more! Be sure to check out this simple [broccoli chicken quesadilla recipe](#), [sample menus](#) to help with meal planning and ways to [stay active together](#).

**2023 School Nutrition Trends Report**- SNA surveyed its school nutrition director members in November 2022 to evaluate economic operational regulatory challenges for school nutrition programs and assess the impact of the loss of federal waivers. Unpaid meal debt was reported at the highest rate. [Read more information here](#).

**Construction of School Lunch Facilities** - [Section 210.14\(a\) of the regulations](#) prohibits the use of nonprofit school food service revenues "to construct buildings." This

prohibition is based on the USDA's authority to approve or disapprove use of program funds for capital expenditures under B, 19(3)c of Office of Management and Budget.

### School Nutrition Program Staff Updates

**Congratulations to Claudia Vincent and Tim McCarty on your wedding day! Claudia is the DESE, FNS Nutrition Program Manager.**



**Congratulations to Elisabeth Gooch (Nutrition Program Specialist, Northwest Region) on the birth of her baby girl, Eleanor Grace Rector born on October 27th!**



**Welcome Brittany Otto, Nutrition Provisions Specialist! Brittany will join our team on December 11th.**

### USDA Foods Update

**Upcoming Missouri Commodity Foods Expos** - The Missouri Department of Elementary and Secondary Education (MO-DESE) is partnering with the School Food Nutrition Directors Association (SFNDA), the Illinois State Board of Education (ISBE), Heart of America (HOA), and the School Nutrition Association of Kansas (SNA-KS) to provide two **Commodity Expos** in conjunction with the HOA and SFNDA trade shows.

The Free event will begin with commodity food updates, information for the 24/25 SY, and classes for those new to the commodity program. There will also be continuing education classes and a social event the evening before each expo. The food shows will feature processed commodity products and commercial products.

Please register for the event (or events) that you would like to attend.

**St. Louis – January 31, 2024**  
**SFNDA/ISBE/MO-DESE Commodity Expo and Food Show**

**Orlando Banquet Hall**  
2050 Dorsett Village Plaza  
Maryland Heights, MO 63034

[View on map](#)

**CLICK HERE to register for ST. LOUIS 2024 SFNDA/ISBE/MO-DESE Commodity Expo and Food Show**

**Kansas City – February 7, 2024**  
**HOA/SNA-KS/MO-DESE Commodity Expo and Food Show**

**KCI Expo Center**  
11730 N Ambassador Dr.  
Kansas City, MO 64153  
[View on map](#)

**[CLICK HERE to register for Kansas City 2024 HOA/SNA-KS/MO-DESE Commodity Expo and Food Show](#)**

**Direct Delivery (Brown Box) Foods Inventory Levels**

It is important that districts place their direct delivery (brown box) foods on order in the month they requested them on the packet. Our USDA Foods Team is reviewing direct delivery foods that have been in districts accounts for three months or more without being placed on order. We are reaching out to those districts and requesting they place these items on their next order. If they are not placed on order, they may be force shipped on a future delivery.

**NOI Pound Usage**

Districts that have processed Net Off Invoice pounds should review their current balances. We are about to move into December and approximately 50% of pounds allocated for the year should be used. Processors will be reaching out to districts that have used less than 50%. If your district has a plan to utilize all remaining pounds, please share that with them. If a district does not have a plan and does not think they will be able to utilize their remaining pounds, then please notify your processors. They will move the pounds back into our State account so they can be shared with a district that can use them. For districts that have used a majority of their pounds and could utilize additional pounds, please reach out to your processors. They will be able to provide bonus pounds as they are available.

**Peanut Butter Delayed**

Missouri's truckloads of peanut butter have been purchased but have been delayed by the manufacturer. We are hopeful they will arrive in December for January distribution. Please visit our **[Cancelled or Adjusted USDA Foods List](#)** on our USDA Foods website for the most up-to-date information.

**New Direct Delivery (Brown Box) Bonus Advertisements** have just been posted on your Gold Star webpage. There are over 20 different products currently available as Bonus and more are added throughout the month. Please check the website often and request only the amount you can immediately receive and store. Bonus items must be added to your next scheduled Gold Star delivery.

To request bonus items, log in on the **[Gold Star website](#)**. On the left panel, click on Advertisements under the USDA Direct Delivery Header. Then request the items you would like. Districts that have direct delivery items they will not be able to utilize may use this feature to "advertise" the items to other districts. Any items advertised and not requested within 2 months, must be placed on delivery and accepted by the district advertising the item. More information and instructions on this advertisement feature can be found on the USDA Foods website under Gold Star Training Videos – Advertisements **<https://youtu.be/FcpbOTCkHAQ>**

**Gold Star Live Account Fair Market Values vs Monthly USDA Foods Values**

Our USDA Foods Team has received questions about the case values posted on items in the Gold Star Live Inventory Account versus the USDA Foods Values posted on our USDA Foods webpage each month.

Gold Star's Live Account values are based on the "Average Material Price" report published by USDA each November. These prices do not change throughout the year.

The 2023/24 USDA Foods Values (current market values) are posted on our USDA Foods website monthly. These are the **most current values** for the commodities received and are based on the truckload price at delivery.

### **Delivery Charge Update Notification**

Public school districts were notified on July 23, 2023 concerning a small per case delivery fee they would expect in school year 2023-2024. Effective December 1, 2023, public school districts will no longer pay this fee. **Review the letter of Delivery Charge Update notification.**

### Past Newsletters

Missed a past newsletter or need to access them again? You can find them all on our **Food and Nutrition Services Newsletter page!**



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